



**CITY OF AUBURN
PUBLIC WORKS COMMITTEE**

February 17, 2009

DRAFT MINUTES

I. CALL TO ORDER

Chairman Rich Wagner called the meeting to order at 3:00 p.m. in Council Chambers, located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, Washington. Committee members present were: Chairman Rich Wagner, Vice-Chair Gene Cerino, and Member Sue Singer. Also present during the meeting were: Mayor Peter B. Lewis, Public Works Director Dennis Dowdy, City Engineer/Assistant Director Dennis Selle, Assistant City Engineer Ingrid Gaub, Senior Project Engineer Bill Helbig, Utilities Engineer Dan Repp, Maintenance and Operations Manager Randy Bailey, City Attorney Heid, Assistant City Attorney Steven Gross, Information Services Director Lorrie Rempher, Network Communications Engineer Colin Schmalz, Project Engineer Robert Lee, Project Engineer Ryan Vondrak, Project Engineer Jacob Sweeting, Transportation Planner Joe Welsh, Traffic Engineer Pablo Para, Transportation Planner/Grants Manager Tiffin Goodman, Transportation Planner/Grants Manager Chris Hankins, Sanitary Sewer Engineer Robert Elwell, Storm Drainage Engineer Tim Carlaw, Engineering Aide Amber Mund, Financial Planning Manager Karen Jester, Utility and Account Services Manager Teresa Mattson, Robert Whale from the Auburn Reporter, Citizen Wayne Osborne, and Department Secretary Jennifer Rigsby.

II. CONSENT AGENDA

A. APPROVAL OF MINUTES

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve the Public Works Committee minutes for date, February 2, 2009. Motion carried.

B. APPROVE INITIATION OF PROJECT NO. CP0906, 2009 GATEWAY SIGN AT LAKE TAPPS PARKWAY

Project Engineer Lee provided the Committee with background information on the project. This will be the third gateway sign installed and the sign will be located at the intersection of East Valley Highway and Lake Tapps Parkway, at the southeast corner. The project has been reviewed by the Planning and Community Development Committee.

Member Singer commented that she approves of the project and the proposed location for the third sign; however, due to the current state of the economy, she questions the timing of the project. The Committee concurred.

Project Engineer Lee answered questions asked by Chairman Wagner about Right-of-Way acquisition. Chairman Wagner recommended staff move forward with the acquisition of the property for the project but that the Committee review the project prior to any work being done to complete design or construction.

It was moved by Vice-Chair Cerino the Committee approve the initiation of the acquisition of property for the project and for further Committee review prior to design or construction. The motion was seconded by Member Singer.

Motion carried 3-0.

C. PERMISSION TO ENTER INTO CONSULTANT AGREEMENT NO. AG-C-365 WITH DAY WIRELESS FOR SERVICES ON PROJECT NO. C524A, SCADA FEASIBILITY STUDY

Project Engineer Lee presented a background summary of the project to the Committee. The consultant, selected by the Information Services Department Staff, will conduct a feasibility study and complete pre-design for the Supervisory Control and Data Acquisition (SCADA) System upgrade for the nine identified high-security water facilities. Lee reviewed the project's scope.

Chairman Wagner stated the completed Utility Rate Study will assist during review of budgets and aide the Committee in making decisions on this and other utility related projects. The Committee agreed the study will help define the total budget of such projects. Utilities Engineer Repp updated the Committee on the status of the Utility Rate Study.

Utilities Engineer Repp answered questions asked by the Committee regarding the City's current software and hardware. Repp reported the current system is antiquated, system reliability has declined, and the new system will allow operators more control of utility systems. With improved equipment staff will be able to troubleshoot problems and change system operation parameters more quickly and with fewer site visits therefore improving efficiencies in each utility.

The Committee reviewed the budget status sheet. Lee answered questions asked by Vice-Chair Cerino and Member Singer regarding the funds budgeted for 2008. Project Engineer Lee answered questions asked by the Chairman Wagner about the schedule for replacing the system. Lee said the consultant reported every piece of new equipment purchased can be used with the old system as the new system is brought online.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee grant permission to enter into consultant agreement no. AG-C-365 with Day Wireless for services on project no. C524A, SCADA Feasibility Study.

Motion carried 3-0.

D. PERMISSION TO ENTER INTO SERVICE AGREEMENT NO. AG-S-028 WITH S & B INC. FOR SERVICES ON PROJECT NO. CP0763, THE BRAUNWOOD WELL IMPROVEMENT

Project Engineer Vondrak explained the existing monitoring and control situation at the Braunwood Well site. Currently, staff relies on customers to report problems with the well. Assistant Director/City Engineer Selle stated the well is a satellite system, is not connected to the rest of the City's water system, and has no backup.

The Committee discussed the history of the acquisition of the satellite system. The Committee discussed the possibility of creating a Local Improvement District (LID) to fund the well improvements. Selle discussed the probability of getting a favorable response to the idea of forming a LID and the City's obligation to provide a certain level of service to the well customers.

Utilities Engineer Repp reported staff visits the site daily, seven days a week, to check the water levels and condition of the well because no communication system exists. Repp stated the well improvement will increase staff efficiency. Assistant Director/City Engineer Selle said if staff did not need to visit the site daily, they can be available to work on other tasks.

Assistant Director/City Engineer Selle stated the improvements will allow staff to gather information about the well remotely, and during off-hours, so staff does not have to visit the site daily. The Committee discussed the possibility of the City relinquishing ownership of the well. Mayor Lewis commented on the net gain of relinquishing ownership versus investing in the site improvements. Chairman Wagner answered questions asked by Member Singer regarding the effect of the level of Lake Tapps on the well.

The Committee discussed improving the City's water resources and the purchase of water rights.

Member Singer suggested policy regarding the purchase of satellite systems be included in the Water Utility Comprehensive Plan.

Project Engineer Vondrak reported the cost of the project was due to increase after October 2008 but S&B Inc. agreed to honor the costs reported on the budget status sheet, from October 2008.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee grant permission to enter into service agreement no. AG-S-028 with S&B Inc. for services on project no. CP0763, the Braunwood Well Improvement.

Motion carried 3-0.

- E. APPROVE FINAL PAY ESTIMATE NO. 19 TO CONTRACT NO. 06-01 TO RODARTE CONSTRUCTION INC. IN THE AMOUNT OF \$13,162.24 FOR THE TOTAL CONTRACT PRICE OF \$4,186,164.34 AND ACCEPT CONSTRUCTION OF PROJECT NO. C516A, AUBURN WAY SOUTH SEWER – PHASE 2

Sanitary Sewer Engineer Elwell was present. The Committee had no questions or comments.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council approve final pay estimate no. 19 to contract no. 06-01 to Rodarte Construction Inc., and accept construction of project no. C516A. Auburn Way South Sewer – Phase 2.

Motion carried 3-0.

- F. APPEAL FOR ADDITIONAL WATER LEAK ADJUSTMENT, SADHU MOTOR INN

Utility and Account Services Manager Mattson distributed a letter from Water Distribution Manager Jordison to the Committee. Matteson reported the customer, Sadhu Motor Inn, was granted a \$500 credit water leak adjustment and is now seeking additional credit for water consumption and sewer charges. Water Distribution Manager Jordison and staff, as well as the plumber hired by the property owner, were unable to locate a water leak in the service line. City staff also reported there was no leak at the water meter. The owner stated their plumber did locate three leaking toilets on the property. The owner is contending the water meter was faulty and following replacement, the water usage decreased. Mattson reviewed the timeline of the replacement of the meter and the charges to the customer with the Committee. According to City records, water usage decreased prior to the water meter being replaced. The reading for the period of August 15, 2008 through October 14, 2008 shows a significant

reduction in water use, to approximately the historic level of use; however the water meter was not replaced until after that reading. Meter replacement took place on October 20, 2008. Mayor Lewis asked if the City received any supporting documents from the property owner that supported their claim. Mattson responded the City received only a plumbing invoice and a letter from the owner but no other documentation.

Vice-Chair Cerino stated the Committee could not support a rate credit because it could not be proven the leakage from the property did not go into the City system.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee deny the appeal of the Sadhu Motor Inn for additional water leak adjustment based on the August 15, 2008 through October 14, 2008 statement.

Motion carried 3-0

III. ISSUES

- A. RESOLUTION NO. 4450 AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A LOCAL AGENCY AGREEMENT TO OBLIGATE FEDERAL FUNDS FOR PROJECT NO. C201A, M STREET SE GRADE SEPARATION PROJECT

Project Engineer Sweeting talked about the project's background. Sweeting stated the grant was awarded last year and the funds now need to be obligated this year for design to continue. Member Singer asked when the project costs were estimated. Sweeting answered the estimate was prepared approximately a month ago and does not include the Bypass Road portion of the project as that is now a later phase.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council introduce and adopt Resolution No. 4450, obligating funds for project no. C201A, M Street SE Grade Separation Project.

- B. RESOLUTION NO. 4454 AUTHORIZING THE GRANTING OF AN EASEMENT FOR CONSTRUCTION AND PERMANENT OCCUPATION OF VARIOUS PARTS OF THE CITY RIGHT OF WAY IN CONNECTION WITH THE AUBURN PROFESSIONAL PLAZA PROJECT (Agenda Modification)

Engineering Aide Mund distributed a revised map showing the proposed easement. Mund stated the proposed resolution will allow Auburn Professional Plaza to have building footings in the City Right-of-Way. The footings will be under the sidewalk and will not interfere with anything above ground. Assistant Director/City Engineer Selle discussed the concrete footing and locations of the footing. Selle stated staff has been able to meet the City's Downtown Sidewalk guidelines and still allow for the footings to be in place. Selle said placing the footings partially in the City's Right-of-Way makes the project more cost effective. Director Dowdy stated the same stability process is being used at the professional plaza as was used for the nearby parking garage.

Assistant Director/City Engineer Selle responded to questions asked by the Committee regarding the settling of the sidewalk above the footings and the effects the footings may have on the tree root systems, if any.

The Committee discussed page 2 of 4 of the easement. Mayor Lewis recommended item 3 be changed to read, "...will not construct anything on the subsurface of the easement area without written consent..." The Committee and staff concurred.

It was moved by Vice-Chair Cerino, seconded by Member Singer, the Committee recommend Council introduce and adopt Resolution No. 4454, authorizing the granting of an easement for construction of various parts of the City right of way in connection with the Auburn Professional Plaza Project.

Motion carried 3-0.

IV. DISCUSSION AND INFORMATION

A. RESOLUTION NO. 4449 – VHF RADIO UPGRADE* (Rempher/Schmalz)

Information Service Director Rempher and Network Communications Engineer Schmalz presented Resolution No. 4449 to the Committee. Rempher explained the resolution is a budgeted request to upgrade the VHF system that the Maintenance and Operations Department and public safety use to communicate during emergency situations as well as during daily operations.

Chairman Wagner asked how the City currently communicates with Lea Hill and West Hill. Schmalz answered communication with those areas is very limited at this time.

The Committee is in agreement with the proposed resolution.

B. KING COUNTY METRO – BUS STOP REQUEST ON AUBURN WAY SOUTH (Welsh)

Transportation Planner Welsh distributed aerial photographs and a map highlighting the proposed bus stop. Welsh stated the City already has a Right-of-Way Use Permit with King County Metro Transit to place bus stops in the City. King County Metro wants to install a bus shelter at an existing stop on Auburn Way South. Welsh asked for the Committee's consensus in allowing the bus shelter and the installation of signage that would state the stop is maintained by King County Metro Transit and the agency's contact information. Mayor Lewis asked if the signage would be installed at all future King County Metro Transit stops. Welsh said they will.

Welsh answered questions asked by Member Singer regarding bus pull outs.

The Committee is in agreement with the installation of the bus shelter and sign.

C. C524A, SCADA FEASIBILITY STUDY – UPDATE

Project Engineer Lee updated the Committee on the status of the SCADA Feasibility Study. The study is 95% complete. Staff has received a draft of the study and has provided the consultant with comments, which will be included in the final report.

Lee gave a brief description of the history of the project.

The study includes an evaluation inventory of the City's facilities and evaluation of security needs. Plans for security were divided into two separate areas: 1) Physical security of the

location and 2) Video security. The City's hardware and software were also reviewed. Project Engineer Lee described the SCADA System. The consultant will provide a set of criteria in the feasibility study for staff to use when hiring the contractor to construct the system. The last part of the study is an implementation plan. Lee suggested a phasing in of the system will work best. Lee answered questions asked by Chairman Wagner regarding the cost of phase one.

Utilities Engineer Repp used the Braunwood Well Improvement Project as an example of how the upgrades to each station might be completed. Repp answered questions asked by Chairman Wagner regarding the costs involved in updating the hardware and software at sites as well as at Maintenance and Operations.

The Committee discussed the project budget and the funds that will be used. Mayor Lewis requested staff consult with Finance Director Coleman.

The Committee discussed communication between staff and the consultant about the site security issues. Mayor Lewis invited the Committee to see staff for individual briefings on security issues.

Chairman Wagner asked if the software can be updated without updating the hardware. Assistant Director/City Engineer Selle answered the current hardware can not support the improved software and can not be upgraded and in some cases the City does not have the rights to make the necessary upgrades as the existing system is a proprietary system. Chairman Wagner asked for a detail showing the break down of costs for hardware, software, and the other elements of the upgrade process when the project is brought to the committee for bid authorization.

Staff answered questions asked by the Committee regarding how security for equipment outside and vulnerable on the site.

D. EASEMENT RELINQUISHMENT FOR RAINIER PALLET ON B STREET NW

Assistant City Engineer Gaub explained there is a development on B Street NW, approximately half way between 37th Street NW and South 277th Street, where there is an existing waterline that is not located within the exiting easement previously provided for it. Gaub demonstrated the location using a map of the area. Gaub stated staff worked with the applicant to get a replacement easement and staff needs concurrence from the Committee to release the existing easement. The Committee was in agreement.

E. SANITARY SEWER COMPREHENSIVE PLAN UPDATE – DRAFT CAPITAL IMPROVEMENT PLAN

This topic was deferred until the next Public Works Committee Meeting.

F. STORM DRAINAGE COMPREHENSIVE PLAN UPDATE – DRAFT CAPITAL IMPROVEMENT PLAN

This topic was deferred until the next Public Works Committee Meeting.

G. TRANSPORTATION COMPREHENSIVE PLAN UPDATE (Goodman)

Transportation Planner/Grants Manager Goodman reported to the Committee that the Transportation Comprehensive Plan Update is far enough along in the modeling analysis that staff anticipates bringing recommended policy changes to the Committee in March 2009.

Goodman gave the Committee a project overview.

Chairman Wagner asked if there were any advisory committees in the annexation areas created as part of public outreach. Goodman answered staff has been using the Transportation, Transit, and Trails Committee as an advisory group and that committee does include representatives from the Lea Hill and West Hill areas.

Goodman reported on the status of the project. Currently, level-of-service deficiencies are being identified and potential intersection and corridor projects are currently being analyzed. Goodman stated staff will bring the draft list of recommendations to the Public Works Committee for review and feedback. Chairman Wagner asked if corridor level-of-service has been well defined. Traffic Engineer Para explained the formula used to define corridor level-of-service. Para stated this methodology is from the Highway Capacity Manual. Chairman Wagner asked for copies of the information to be provided to the Committee Members for review.

The Committee discussed the different methods used to define level-of-service at intersections and in corridors.

Member Singer asked for a copy of the comments from the public outreach effort.

Transportation Planner/Grants Manager Goodman stated another important part of the plan update will be transit and non-motorized transportation recommendations. The Committee discussed possible opportunities for regional funding for transit. Mayor Lewis discussed the possibility of connecting area trails, such as the Tri-Trail, Green River Trail, and BPA Trail. Member Singer commented on revisiting the possibility of a regional effort to acquire funding for trails.

Chairman Wagner asked if there will be a larger section in the Transportation Comprehensive Plan dedicated to the airport. Goodman answered the airport develops their own plan which is then adopted as part of the Comprehensive Plan. The Public Works Department does not administer the plan for the airport. Member Singer suggested staff review ways to support the routes that go to the airport.

Goodman continued discussion about the need for sidewalks, bicycle facilities, and better transit services within the annexation areas. Staff suggestions and recommendations will be brought to the Committee for review and comment.

Chairman Wagner spoke about the past Committee discussion regarding steepness of grades and how they relate to ADA standards and recommended policy regarding street grades be included in the plan.

The Committee discussed how the recommended updates to the plan be formatted. The Committee agreed a matrix including the existing policy, the recommended policy changes, and the reason for the changes be included.

H. CODE UPDATE PROJECT – DESIGN STANDARDS

This topic was deferred until the next Public Works Committee Meeting.

I. CAPITAL PROJECT STATUS REPORT* (Helbig)

Item No. 8 – CP0762 – Les Gove Neighborhood Improvements – Phase I: The Committee discussed the project budget and how the Utility Rate Study may affect the scheduled bid date, March 2009. Assistant Director/City Engineer Selle asked that the Committee consider the length of the construction season when reviewing budgets. The Committee discussed the bidding schedule with staff.

Item No. 13 – CP0701 – 8th & R Street Traffic Signal: Senior Project Engineer Helbig answered questions from Chairman Wagner regarding the budget and the estimated cost. Vice-Chair Cerino asked if there is a time limit on the grant funds for the signal. Helbig answered the project needs to be under construction in 2010.

Item No. 17 – Les Gove Neighborhood Improvements – Phase II: Chairman Wagner asked for a better explanation of the urgency of this phase of the project. Chairman Wagner asked why the project was broken into two phases. Helbig answered the project requires two construction seasons. Also, traffic was a factor in the phasing of the project.

Item No. 18 – 2009 Arterial Patching Program: Staff to correct a typographical error in the description of the project.

Item No. 22 – CP0819 Mill Creek/Peasley Canyon Culvert Replacement: Chairman Wagner asked the status of the project. Senior Project Engineer Helbig answered the consultant is working on design and permitting.

Item No. 26 – C229A – BNSF/EVH Pedestrian Undercrossing: The Committee discussed removing the project from the list. Mayor Lewis recommended leaving the project on the list at this time.

Item No. 27 – C518A – Downtown Water Quality Facility: Mayor Lewis asked staff to note this project could be tied into the potential federal stimulus \$6 million Auburn Environmental Park Grant.

Item No. 33 – SR 164 Corridor Study: Mayor Lewis answered questions asked by Chairman Wagner regarding meeting with the Muckleshoot Indian Tribal Council to discuss the corridor study.

V. ADJOURNMENT

There being no further business to come before the Public Works Committee, the meeting was adjourned at 4:59 p.m.

Approved this _____ day of _____, 2009.

Rich Wagner
Chairman

Jennifer Rigsby
Public Works Department Secretary

